

**PROCEEDINGS OF THE BROWN COUNTY
EDUCATION & RECREATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, March 6, 2014 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Vander Leest, Supervisor Katers, Supervisor Campbell, Supervisor Hoyer, Supervisor Van Dyck
Also Present: Beth Lemke, Kathy Pletcher, Matt Kriese, Neil Anderson, Lori Denault, Lynn Stainbrook, Doug Marsh, Scott Anthes, other interested parties

i. Call to Order.

The meeting was called to order by Chair Vander Leest at 5:32 p.m.

ii. Approve/Modify Agenda.

**Motion made by Supervisor Hoyer, seconded by Supervisor Campbell to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY**

iii. Approve/Modify Minutes of February 6, 2014.

**Motion made by Supervisor Van Dyck, seconded by Supervisor Katers to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Comments from the Public. None.

1. Review minutes of:

- a. Neville Public Museum Governing Board (January 13, 2014).**

Motion made by Supervisor Hoyer, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

- b. Library Board (January 16, 2014).**

Motion made by Supervisor Van Dyck, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

- 2. Communication from Supervisor Lund re: Support collaborative effort to increase parking at the Brown County Boat Launch in Suamico to dredge the mouth of the Suamico River from funding from the State of Wisconsin and local resources. *Motion at January Ed & Rec: To refer to staff to determine the cost of additional parking, research funding sources, and bring back results within 60 days.***

NEW Zoo and Park Manager Neil Anderson and Assistant Park Manager Matt Kriese addressed the Committee. Anderson reported that he has had the opportunity to get in touch with Representative Ribble's office to examine what federal funding may be available for dredging. Ribble's office was in touch with the Corp of Engineers who then contacted Anderson and advised him that there would be roughly \$570,000 to dredge. Anderson also explored this with the Village of Suamico and as of this time the Village does not have any funding set aside for the dredging. If they were to go ahead with dredging, they would have to bond for it. With regard to parking, several sites have been looked at and a map was provided to the Committee, a copy of which is attached, that shows an area of approximately 10,499 square feet

that could possibly be used for additional parking. The cost to add 10 – 12 parking spots in this area would be approximately \$75,000, see attached estimate, but Anderson also noted that the area is mainly wetlands and an assessment would have to be done. Park Manager Matt Kriese noted that he has been advised that anyone can apply for a permit to develop wetlands, but the likelihood of being granted a permit is virtually non-existent. Supervisor Hoyer questioned if additional parking spots should even be considered at this time if the dredging will not occur. Kriese responded that this is an interesting point as in January, 2013 the Great Lakes had a record low water level and by last fall they were up 8 inches and at this time they are up 13 inches from the record low, although he noted that it is still 13 inches below an average year. It is estimated that even with all of the snow this year the Great Lakes will still be 2 inches below average.

Anderson stated that he has also looked into what other communities and states are doing with regard to dredging. He continued that the State of Michigan has put an emergency dredging plan together and the Governor then put in \$11 million dollars towards dredging. They put additional funding that they had for other waterways into that fund and looked at recreational harbors and how important they were to the State of Michigan from an economic and tourist perspective. Michigan was seeing the same problems with regard to small harbors that are being seen here and they felt it was important enough to put a plan together and allocate money. Anderson noted that Menominee, Michigan is the harbor closest to Green Bay that will be dredged with this funding.

Chair Vander Leest noted that discussion at the State level has been that there are a lot of communities faced with dredging issues and the costs involved and some of these communities have had to borrow money to do dredging. He continued that a resolution has been discussed for Wisconsin to do these types of projects. Vander Leest felt it might be appropriate to get the attention of our area legislators to do something similar to what has been done in Michigan. This may be a way to handle this at the State level and get State support. He also suggested that perhaps Brown County may be able to garner additional support from other municipalities and other counties to potentially get additional support. Vander Leest noted that in the past he has seen these types of projects come under a cost share where the community pays a portion and the State pays a portion.

With regard to the parking issue, Supervisor Van Dyck asked about property down the road from the boat launch at Sensiba. Kriese indicated that there is a private land owner south of Sensiba who they had approached previously about selling land, however, the landowner wanted significantly more for the land than market value and therefore this was not an option. Anderson noted that there is also property across the river which the DNR suggested the County explore, however, Anderson felt that that property would be very, very expensive and therefore cost prohibitive.

Van Dyck felt that the dredging was more of a long-term issue than the parking was. He would like to see a breakdown of all of the County boat landings as well as the number of parking spots at each and how many boats utilize the landings on a daily basis. He felt that if the County is not able to secure State or federal funding for the dredging, the County will need to make some tough choices with regard to paying for the dredging.

Anderson felt that the County should also explore the harbor refuge process as he felt that it would probably put the County in a better position down the road when looking for grants. Campbell asked Anderson if he has looked at South Bay Marina as they used grant funds to

make a refuge area. She also questioned if public/private partnerships is something that should be considered.

Motion made by Supervisor Van Dyck, seconded by Supervisor Hoyer to refer to staff to explore the harbor refuge option; to provide this Committee with a list of boat launches including number of parking spots and usage at each; and to develop a resolution to send to the State in an attempt to get State assistance/funding for harbors and to bring all of these items back in 60 days. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Communication from Supervisor Campbell re: Request to establish a Committee under auspices of Education & Recreation Committee to plan events/activities in anticipation of Brown County Centennial in 2015. *Referred from February County Board.***

Supervisor Campbell would like a committee formed to include public and private individuals to set up events and activities throughout the year to celebrate the Brown County Centennial. These events would be marketable to promote the County and its facilities. This has been started somewhat through the media public relations internship program and these interns will be doing various interviews of department heads and will be setting up a You Tube channel with regard to the historical aspect of Brown County and those who have contributed to its success, both publicly and privately. Campbell continued that she would like this to be run primarily through the Museum and she noted that a kick-off event should be held in January. She continued that Supervisor Hoyer has agreed to be on this Committee along with Campbell.

Vander Leest noted that only two members of the Ed and Rec Committee could sit on Campbell's proposed Committee because any more than that would result in a quorum of the Ed and Rec Committee and would require proper notification as well as minutes be taken. Vander Leest stated that Campbell could report back to the Ed and Rec Committee with period updates. These updates can be given under the Museum report portion of the Ed and Rec agendas. Vander Leest indicated if Campbell wished to have this Committee organized she would have the blessing of the Ed & Rec Committee.

Motion made by Supervisor Campbell, seconded by Supervisor Hoyer to form a Centennial Working Group for Brown County. Vote taken. MOTION CARRIED UNANIMOUSLY

Carryovers

4. **2013 to 2014 Carryover Funds – Education, Culture & Recreation Division.**

Library Director Lynn Stainbrook stated that the Library, by State statute and also by resolution, carries over all of its unexpended funds from the previous year. Traditionally the Library comes to the Committee in April with a report as to how the previous year's carry over funds were spent and the plan for how the current year carry over funds will be spent.

Motion made by Supervisor Katers, seconded by Supervisor Van Dyck to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Library

5. **Report on co-location of Library.**

Library Board President Kathy Pletcher provided some background on the idea of co-locating the Library with the Museum. She indicated that County Executive Troy Streckenbach had established a task force last spring which included three County supervisors and a number of

other stakeholders. Monthly meetings were held and research was done on what was going on in other areas of the country and how these situations typically work out. One of the items that was examined closely was the capacity of the current Museum site as the idea was to co-locate the Library to the Museum. Pletcher continued that there were capacity issues in terms of maximum capacity and there were also other physical problems such as parking. The final recommendation of the task force was that it would not be practical to move the Library operations to the Museum facility. This recommendation was provided to the County Executive in December, 2013 and was then distributed to the full County Board.

Vander Leest indicated that he had reviewed the report and agreed that there were obviously limitations when it came to parking and other things as well as the overall cost for co-locating the facilities. At this point Vander Leest did not see anything that had changed and he felt that each site will remain as they currently are.

Van Dyck felt that without major changes in the way either the Museum or the Library do their business, the practicality of trying to do what was intended is not there. Unless there is a situation whereby either the Museum is going to cease to exist or the Library is going to cease to be maintained and either of the parties are forced into a major decision, Van Dyck does not feel overwhelming support from either party.

Motion made by Supervisor Van Dyck, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

6. Director's Report.

Stainbrook provided the Committee with a director's report which was contained in the agenda packet. In addition to items contained in the written report, Stainbrook reported as follows:

- The Library has received notice that they have been awarded a \$12,000 grant for children's literacy projects.
- The Library has received a Community Impact Award from the United Way.
- Kuehne Printing is donating printing of 1,000 books to be used in the 1,000 Books Before Kindergarten project.
- Stainbrook had a meeting with the Technology Services Department to work through some computer issues. In addition, it looks like it will be cost effective for the library to move to the cloud for the library automation system. Stainbrook noted, however, that there would be some upfront costs in this but these costs will primarily come from the Technology Services budget.
- A new Deputy Director of Operations has been hired. Three candidates were interviewed and Stainbrook noted that all three were highly qualified. The candidate they selected, Kimberly Young, has very good credentials and will be starting on March 31.
- Several employees will be attending the Public Library Association Conference next week in Indianapolis. Their transportation costs and conference costs are being covered by the Nicolet Federated Library System.
- Stainbrook thanked the Committee members who provided input to the Library Board for her evaluation.

Vander Leest stated that he has received some feedback with regard to the checkout period of library materials going from 28 days to 21 days. Stainbrook responded that this change was

made three or four years ago and the purpose was to allow turnover of materials on a more-timely basis. She also noted that there are several ways to renew materials such as by telephone or online.

Vander Leest also asked if Library staff has had any discussions with regard to improving bathroom facilities and Pletcher responded that they met with Doug Marsh and Jeff Oudeans earlier in the day with regard to bathroom projects. She noted that bathroom renovations at the Central Library will be a big project and Stainbrook's thinking is that they will try to get this into the 2015 capital projects list. Engineer Doug Marsh commented on this and stated that he agrees with Stainbrook. He indicated that the facilities at Central Library are inadequate in a number of ways and that additional conversations need to be had to determine how to implement the bathroom remodels in the facilities that need them. Stainbrook felt that bathrooms are in good shape at most of the other facilities, but she did note that the facilities at the East side location are not in very good shape. Vander Leest suggested that the landlord of the East side Library be contacted with regard to the bathroom situation.

Van Dyck stated that he felt the Library did a fantastic job with their class and comp study and felt it would be beneficial to share their information in order to attempt to get all departments on the same page. Van Dyck felt that the idea of moving to a bonus structure and pay for performance is the right thing to do, but as much as the employees need to figure out how this works, there are also a lot of managers that need to figure out how it works. He felt it was a disservice to the managers to have them try to figure it out on their own as they have never done it before. Van Dyck felt we need to start looking at the class and comp as a full County so each department is not doing their own thing. Vander Leest felt that the best way to facilitate a presentation would be through a communication at the next Board meeting to have it brought forward to the Administration Committee as that is the Committee that will oversee the rest of the County.

Doug Marsh provided the Committee with an update on several projects going at the Central Library and a written report regarding this is attached. Marsh also reported that there is a significant amount of HVAC work to be done at the Central Library and he is looking for clarity as to what long-term the appropriate investing of dollars should be for HVAC projects. Vander Leest indicated that he has had conversations with the County Executive as to where the Library is headed and he noted that developing a plan going forward could take 6 – 12 months. He would like to see an overall plan with the Central Library that includes input from all stakeholders.

Campbell questioned what the timeframe would be for HVAC projects and was advised that there was not a definitive timeline but it was noted that all projects which would present a safety issue have been taken care of.

Van Dyck asked if a communication could be put forward to begin the process of coming up with a plan as to where the Library is heading. He felt that this process should be led by this Committee and in the interim he felt a communication of support that the building is not going anywhere would be appropriate so that necessary work can continue moving forward.

Motion made by Supervisor Hoyer, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Golf Course

7. Superintendent's Report.

Golf Course Superintendent Scott Anthes noted that he had received some calls questioning the opening of the greens and he stated that the plans has always been, and continues to be to open the greens on or before May 15. He noted that the greens are not down to playing height yet and it will take roughly three weeks to get them down where they need to be. Anthes continued that greens 4 and 11 were a little bit thin due to lack of sunlight. He is looking at thinning out some trees in those areas that surround the creek to get more sunlight.

Anthes continued that the greens were covered so they warm up a little faster. They will help this process along by doing some snow blowing, but some of the snow needs to melt naturally before this can be done. They will try to get the snow down to three or four inches on the greens and they would also like to get one airification in before they open to help with drainage and rooting. Anthes also noted that the greens will also need to be rolled.

Anthes continued that he is working with Leonard and Finco on a grand opening. They have discussed not having the grand opening until the first week in June as they would rather not commit to a date in May and then have to push it off because of weather.

With regard to the piece of land the golf course is interested in selling, Anthes noted that he has received paperwork from the Oneida Tribe to complete the easement. He has also met with Corporation Counsel and Planning concerning the easement process and the result of that meeting was that Planning would contact the DNR as currently there is pending litigation as to who actually owns the property. The Tribe is saying that they own the land and the DNR is saying that they own it. Planning has done the surveying and is helping with the paperwork, but this will be a slow process due to the number of channels it has to go through. Anthes continued that both Corporation Counsel and Planning feel that this easement issue should not slow down or get in the way of the process of selling the land due to the fact that the land has town road access, but this town road access is probably null and void as it has not been maintained by the Village in a number of years and therefore the land goes back to the landowner. An easement would be necessary for this sliver of land as well. Anthes will meet again with Planning and Corporation Counsel on this issue and will keep the Committee updated.

Vander Leest did not feel there was much purpose for the parcel of land in question. The land was originally saved for another nine holes on the golf course but this is not being pursued any longer due to costs. Vander Leest felt that the best use of the land would be to sell it and put the proceeds into a maintenance fund for long term use. Van Dyck agreed with this.

**Motion made by Supervisor Hoyer, seconded by Supervisor Katers to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Museum

8. Interim Director's Report.

Interim Museum Director Beth Lemke provided a director's report which was contained in the agenda packet. In addition, she commented on the time capsule that was discovered during the demolition of the Mental Health Center that was recently opened at the Museum. The time capsule is on display at the Museum and will be on display throughout the spring. She also

noted that the Hall of Fame prop pieces have moved in and these consist of a Bart Starr statue and a goal post from Hagermeister Park that has never been on display before. The rest of the prop pieces will help fill out the exhibition space.

Operationally, the new website will be functional at the end of the month and they are currently working out the kinks and bugs so it is up and running as planned. Lemke also noted that she has received an estimate for revamping of the theater equipment and she will work with the Foundation on this.

As noted at last month's meeting, the lighting is becoming a big issue. The fixtures for the gallery lighting are still functional however the light bulbs have increased in price from approximately \$4 each to \$11 - \$13 each. She is currently working with Crescent Electric Supply on getting some sample fixtures. There would be a higher up front cost for bulbs for new fixtures, but new bulbs will last a great deal longer than the bulbs they are currently using. Lemke will try to systematically plan for 2015 as to how many fixtures and at what intervals they can be replaced. Vander Leest urged Lemke to discuss this with the County Executive to see if some sort of plan can be worked out to get what is necessary. She noted that there would be some savings at the Museum do to some vacant positions.

Lemke continued that she received a final version of the Mac West Report on Sunday, but there were still some numerical errors that needed to be corrected. She will be meeting with the transition team on Tuesday to go over the report. She stated that the report is usable, but addresses where the Museum is at today and collectively she was expecting much more of an action plan. She will keep the Committee advised in this regard.

(Supervisor Hoyer was excused at 6:53 pm)

Van Dyck felt that the report was awfully disappointing as did Campbell. Lemke stated that \$15,000 has been paid for the report to date and she is withholding the final payment until the transition team meets.

Van Dyck also commented on a conversation he had with a gentleman from the Astrology Club. This gentleman was not very pleased with some of the steps being taken by the Museum as far as revenue generating strategies. The gentleman from the Astrology Club indicated to Van Dyck that there are not a lot of people utilizing the Museum and the Museum does not have a lot of support and therefore, if the Museum continues to irritate the groups that do use the Museum and have been loyal to them and provide a lot of support to the Museum, they will go elsewhere. Van Dyck felt that care and consideration needed to be given to these groups because any incremental money the Museum makes from charging these groups will be lost in the long run because of negative feelings that will be developed and shared. Van Dyck also indicated that the Astrology Club had a complaint with regard to the free night at the Museum being changed to the first Wednesday of the month. Van Dyck felt that better communication with these groups should have been undertaken to alleviate these problems and hard feelings. Lemke is working with these cultural groups and will continue to do so in an effort to resolve the issues in an amicable fashion.

Lemke concluded her report by informing the Committee that Merrill Lynch holds a gala each year with the proceeds going to charity. The proceeds from last year's event were given to Rawhide Boys Ranch and amounted to about \$190,000. The Foundation has reached out to the

lead staff member in charge at Merrill Lynch to have the event benefit the Neville in 2015. She will keep the Committee advised in this regard.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Preliminary Museum Monthly Report through January, 2014.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

10. Attendance Revenue for January, 2014.

Katers asked if the large drop in attendance was weather related and Lemke responded that she attributed the drop to a combination of the weather and the Prange's exhibit. She did note that February's attendance was much better.

Motion made by Supervisor Campbell, seconded by Supervisor Katers to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Park Management & NEW Zoo

11. Parks - Budget Status Financial Report for January, 2014.

Motion made by Supervisor Van Dyck, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Discussion and Approval of a 2-year extension for the Park and Outdoor Recreation Plan which expired at the end of 2013.

Neil Anderson provided the Committee with an overview of the 2008 – 2013 Park and Outdoor Recreational Plan, a copy of which is attached. Anderson explained that this is a planning document similar to a master plan. The community is involved with the entire process of putting the plan together and the plan is updated every five year. Anderson stated the last time it was done was a five month long process. Anderson would like to continue with the plan that they currently have and work on the new plan next winter. Approval is needed to continue on with the current plan for two years because they will need it to go along with any grant applications that they submit. Vander Leest felt that Anderson's request was appropriate.

Motion made by Supervisor Van Dyck, seconded by Supervisor Campbell to extend the Park and Outdoor Recreation Plan for two years. Vote taken. MOTION CARRIED UNANIMOUSLY

13. Field Staff Reports for January, 2014.

Anderson introduced new Assistant Park Director Matt Kriese to the Committee. Kriese indicated he is looking forward to working with the Committee and also looking forward to the future of Brown County's parks.

(Supervisor Van Dyck was excused at 7:16 p.m.)

**Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

14. Assistant Director's Report (Assistant Park Director Matt Kriese, effective March 3, 2014).

Assistant Park Director Matt Kriese stated he has been in his new office for four days and has learned a lot of functions and anticipates the learning to continue for a year or more. He is really looking forward to the future of the parks and what they can bring to the community.

Kriese continued that the Neshota Friends group held their Winterfest on February 22. Approximately 60 people attended the event and they made about \$500 for their club. Kriese liked the publicity the event brought to the park.

Kriese continued that there was a walk through at Bayshore earlier in the day regarding the dredging of the harbor and laying concrete matting down. Bids are anticipated to be coming in and the project will be stated in the fall of 2014.

A revenue development and management school will be held in West Virginia which will be attended by Kriese and several others. He is also looking at sending a staff member down to a grant and funding conference in Appleton. This was something they were advised of by Reid Ribble's office in response to Anderson's request for funding for federal assistance with the Suamico dredging. Kriese concluded his report by saying that Parks will be getting three full time staff people back from Public Works shortly and this will allow them to catch up on some projects.

**Motion made by Supervisor Campbell, seconded by Supervisor Katers to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

15. NEW Zoo Budget Status Financial Report for January, 2014.

**Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

16. Operations Report:

- a. Admissions, Revenue, Attendance Report.**
- b. Gift Shop, Mayan Zoo Pass Revenue Report.**

The NEW Zoo Operations Report for February, 2014 was provided to the Committee, a copy of which is attached.

**Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

17. Zoo Monthly Activity Report:

- a. Operations Report for January, 2014.**
- b. Curator Report.**
- c. Zoo Director Report.**

Anderson reported that they are continuing to work on the water leak in the Wisconsin Trail portion of the Zoo. A hole has been dug but the problem they are having is that the lines were made of PVC which was very thin and has become very brittle. They have encountered ground water and have also lost part of the blacktop. They hope to have the project completed soon.

Anderson stated that one of the park rangers is using the backhoe and facilities staff from the Zoo are also helping along with a plumber. They are doing as much as they can to save from having to hire out the work. Anderson stated that they have some restricted donations that they may have to use to put in a new waterline. He noted that one of the plumbers they talked to suggested that they reach out to NWTC who may be able to donate time to help get the black pipe in and Anderson will check into this.

Anderson distributed a report to the Committee entitled Veterinary Report to the Zoo Advisory Board, a copy of which is attached. Vander Leest wished it noted that this Committee greatly appreciates and supports Dr. Gilson as she does a great job at the Zoo and has been doing so for a number of years.

Anderson continued that there will be a Saturday morning Zoo segment on Fox 11 starting soon. He also commented that the Adventure Park should be opening at the end of April or beginning of May. He showed the Committee a copy of the Adventure Park logo and also indicated that they are working on several billboards as well. Anderson also reported that they are looking at having corporations provide sponsorships for the different areas of the Adventure Park which will help generate funds to be used for additional phases once there is a reserve fund built up.

Motion made by Supervisor Campbell, seconded by Supervisor Katers to suspend the rules and take Items 17 a – c together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file Items 17 a – c. Vote taken. MOTION CARRIED UNANIMOUSLY

Resch Centre/Arena/Shopko Hall

- 18. Complex Attendance for the Brown County Veterans Memorial Complex for January, 2014.**

Motion made by Supervisor Campbell, seconded by Supervisor Katers to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

- 19. Audit of bills.**

Motion made by Supervisor Campbell, seconded by Supervisor Katers to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

- 20. Such other matters as authorized by law.**

Vander Leest indicated that the April Ed and Rec meeting will be held at the Museum, the May meeting will be held at the NEW Zoo and the June meeting will be held at the Golf Course.

- 21. Adjourn.**

Motion made by Supervisor Katers, seconded by Supervisor Campbell to adjourn at 7:33 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio, Recording Secretary

Suamico launch



Map provided by the Brown County Planning & Land Services Department - Land Information Office (LIO)

A map key (legend) and other information about this map is available at: maps.gis.co.brown.wi.us

This map is intended for advisory purposes only. It is based on sources believed to be reliable, but Brown County distributes this information on an "As Is" basis. No warranties are implied. Boundaries shown on this map are general representations only and should not be used for legal documentation, boundary survey determinations, or other property boundary issues.

02/24/2014
Scale 1:480

2

Area Office
1524 Atkinson Drive
Green Bay, WI 54303

Northeast Asphalt, Inc.



Brian J. Henken
Direct: 920-498-6702
Cell: 920-309-0609
Fax: 920-494-0745
bhenken@neasphalt.com

BUDGET PROPOSAL

SUBMITTED TO:

Brown County Parks Department
Attn: Jon Rickaby
Sophie Beaumont Bldg.
P.O. Box 23600 Green Bay WI 54305
rickaby_jm@co.brown.wi.us

DATE: March 3, 2014
PHONE: 920-662-2415 FAX:
JOB NAME: Suamico Boat Launch Parking Lot Expansion
JOB LOCATION: Sunset Beach Road
PLAN DATE:

Budget price for an 11,000 SF lot expansion with work to include:

- Erosion control
- Clearing and Grubbing
- Topsoil stripping
- Removal and disposal of unsuitable subgrade material
- Engineered fill
- 12" Base Course
- 3" Hot mix asphalt pavement
- Pavement marking
- Restoration adjacent to new asphalt

BUDGET PRICE: \$75,000.00

Exclusions:

- Any necessary permits

If you have any questions on this proposal, please call me at the contact information listed above.

*Thank you,
Brian*

2007 Construction Year Price

FOR OFFICE USE ONLY

Financial Terms Approved

Date

2

Ed & Rec Committee

Thursday, March 6, 2014

CENTRAL LIBRARY PROJECTS UPDATE

Various Power & Lighting Projects (to address safety)

Stairwell Exit Signage	\$ 4,496
Exterior Emergency Lighting	\$ 4,057
Interior Emergency Lighting	\$ 5,705
Exterior Lighting Modifications and Upgrades	\$29,050
Emergency Power Transfer Switch Design	\$11,266
Plumbing Allowance	\$ 900
Total:	\$55,474

Approvals: PD&T and County Board approval and a signed contract
Original Estimate: \$94,370
Low bid: \$55,474
Scope: Various exit, emergency and exterior lighting upgrades and emergency power transfer switch modifications.
Contractor: High Tech Electrical – Brillion, WI
Status: Complete contract signing early week of March 10th and begin contractor mobilization immediately thereafter.

MHC Cooling Tower Relocation

Approvals: PD&T and County Board approval and contract signed March 3, 2014
Original Estimate: \$125,000
Low bid: \$ 138,960
Scope: Replace the original, 42-year old cooling tower by relocating the existing, eight year old, cooling tower from MHC Boiler House to Central Library rooftop. This unit was installed seven years ago (spring of 2007) and service for only 3.5 years (through fall of 2010).
Contractor: Johnson & Jonet – Green Bay, WI
Status: Mobilizing to begin relocation and installation of cooling tower.

NEXT PLANNED PROJECTS

Auditorium Carpet Replacement

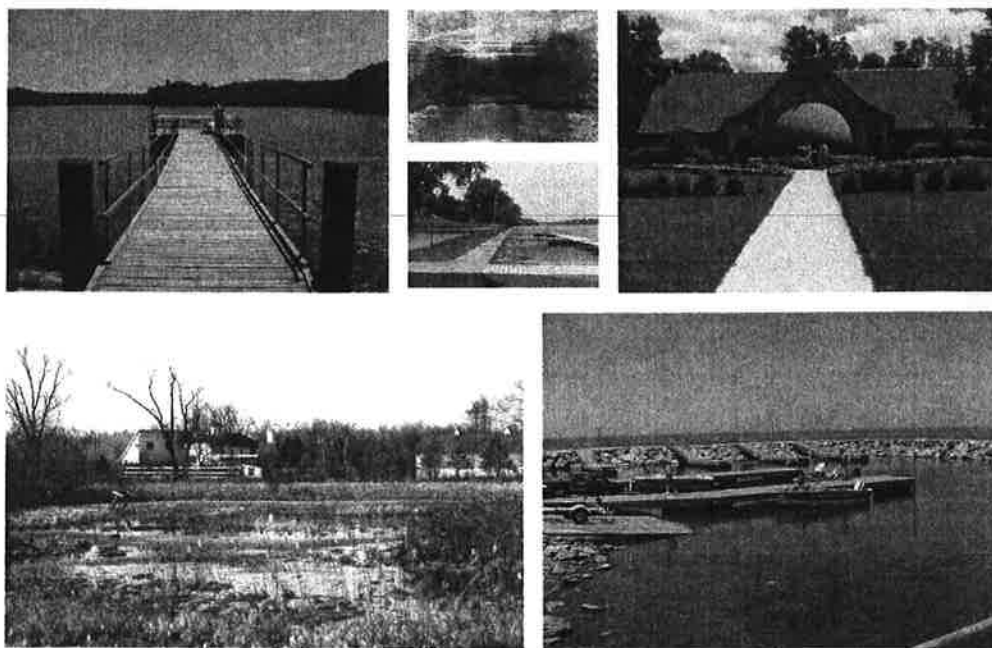
Approvals: Will need PD&T and County Board approvals and a signed contract
Current Estimate: \$26,000
Low bid: \$ TBD
Scope: Replace worn carpet in Central Library lower level auditorium due to condition, age and trip hazards.
Contractor: TBD
Status: Planning

Garage Make-Up Air & Exhaust

Approvals: Will need PD&T and County Board approvals and a signed contract
Current Estimate: \$ TBD
Low bid: \$ TBD
Scope: Waiting for Boldt Tech Services proposal for design & engineering services.
Boldt will need to determine code-driven project requirements.
Contractor: TBD
Status: Planning

HVAC

Brown County



Park and Outdoor Recreation Plan 2008-2013



NOT Adopted August XX, 2008

Brown County Park and Outdoor Recreation Plan 2008-2013

NOT ADOPTED August XX, 2008

Prepared by the

**Brown County Planning Commission
And
Brown County Facility and Park Management**

In cooperation with the

Brown County Education & Recreation Committee

Funding provided by

**Brown County
and a
Wisconsin Coastal Management Program Grant**

Brown County Planning Commission
Planning and Land Services Department
305 E. Walnut Street
P.O. Box 23600
Green Bay, WI 54305-3600
www.co.brown.wi.us/planning

Park and Outdoor Recreation Plan Development Team

Brown County Executive:

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Adam Warpinski

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Andy Nicholson

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Bernie Erickson

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Jesse Brunette (April 2008 – present)

Guy Zima

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John Vanderleest

Kathleen Johnson

Norbert Dantinne, Jr.

Pat La Violette

Paul Zeller (through April 2008)

Carole Andrews (April 2008 – present)

Dave Kaster

Joe Backmann (through April 2008)

Julie Knier (April 2008 – present)

Joe Van Deurzen (through April 2008)

Andrew Williams (April 2008 – present)

Mike Fleck

Bill Clancy

Pat Wetzel

Christopher Zabel (through April 2008)

Richard Langan (April 2008 – present)

Mary Scray

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Brown County Education & Recreation Committee:

Jesse Brunette (April 2008 – present)

Tom DeWane (through April 2008)

Kathy Johnson

Tony Theisen (through April 2008)

John Vanderleest (April 2008 – present)

Joe VanDeurzen (through April 2008)

Adam Warpinski (April 2008 – present)

Pat Wetzel (April 2008 – present)

Brown County Park & Outdoor Recreation Plan Citizen Advisory Committee:

Bill Clancy

Paul Hartman

Kathy Johnson (through May 2008)

Dick Koltz

Bill Landvatter

Mary Jo Nash

Peter Flucke

Dick Resch

Sean Ryan

Jerry Vandersteen

Adam Warpinski (May 2008 – present)

12

1. INTRODUCTION, PURPOSE AND PHILOSOPHY

Introduction

Outdoor recreation and open spaces lend form and function to Brown County, enhancing the attractiveness and sense of civic pride in the county. The provision of areas, facilities, and activities to accommodate public recreational needs on a county and regional scale have long been demonstrated to promote the general health, welfare, and safety of our communities, residents, and visitors.

The public's desire for passive recreation within open spaces has grown over the years to the point that today's residents commonly expect government to satisfy a large proportion of these needs for the provision of county parks and regional open spaces.

To respond to this need, Brown County and various local communities have provided park, open space and recreational opportunities to their citizens. To provide these recreational services in an efficient and effective manner, planning principals and guidelines are often included as an integral element of park and recreation programs. That process is formalized in the Brown County Park and Outdoor Recreation Plan.

Purpose

The purpose of the Brown County Park and Outdoor Recreation Plan is to provide a planning document to guide future park and recreation needs within the county. The plan provides a goal, objectives, and policies for recreational opportunities to meet the county's current and future recreational requirements. The plan includes a description of the primary service area and the level of service the community may require. With an adopted plan the county becomes eligible to submit and receive grants from the State of Wisconsin and federal government for acquisition, preservation and development of park lands and natural open spaces. The county needs to continue planning efforts for the provision of park and recreational opportunities due to the potential for increasing growth over the next 5-20 years.

Existing parks and the need for park development was identified within the county's 2004 Smart Growth Comprehensive Plan. The county also has a park plan which was developed in 2001. The 2001 park plan expired past the five year limit that allows the plan to be used for certain grant applications. The elements of the former park plan and the Comprehensive Plan have been incorporated into this new park plan because parks and recreational opportunities are viewed as an integral part of the county and are important to the quality of life for its residents.

The goal, objectives, and policies of the park plan reflect the need for retention of natural open space and preservation of fish and wildlife habitat as well as the need to acquire and develop parks as the county continues to develop.

Philosophy

The mission of Brown County Facility and Park Management is to enrich the quality of life in Brown County through a comprehensive system of open space and outdoor recreational facilities with an emphasis on natural resources, recreation, and outdoor education.

The park plan represents a comprehensive update to Brown County's formal park and recreation plan. The county should strive to provide high quality, safe and accessible recreational facilities, link natural areas with trail connections and wildlife passages, and preserve natural resources, including waterways and the Niagara Escarpment.

The park plan establishes concepts and strategies for the provision of parks, open space and recreational opportunities. The following are key concepts:

- Provision of park facilities and recreational opportunities for residents of all ages in the county, now and in the future.
- Protection and preservation of county parks and open space areas and natural resources by providing one of the finest and most dynamic park systems in the region.
- Provision of park facilities and recreational opportunities for all county residents in a safe environment.
- Protection of scenic and visual resources within Brown County boundaries.
- Provision of park facilities that take advantage of nature based tourism for county residents and tourists.
- Provision of sustainable development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

The park plan is the culmination of a cooperative effort undertaken by the Brown County Planning Commission and the Brown County Education & Recreation Committee during the winter and spring of 2007-2008. It is intended to serve as a guide for the county in its provision of park, outdoor recreation, nature based tourism, and open space sites and facilities for at least the next five years.

Consistent review and implementation of the park plan over time will ensure the cost-effective and coordinated provision of park, open space, and outdoor recreation opportunities to the residents and visitors of Brown County.

Brown County has many opportunities to enhance cultural, historical, and natural amenities. It is important that Brown County and community groups actively plan and

NEW Zoo Operations Report: February 2014

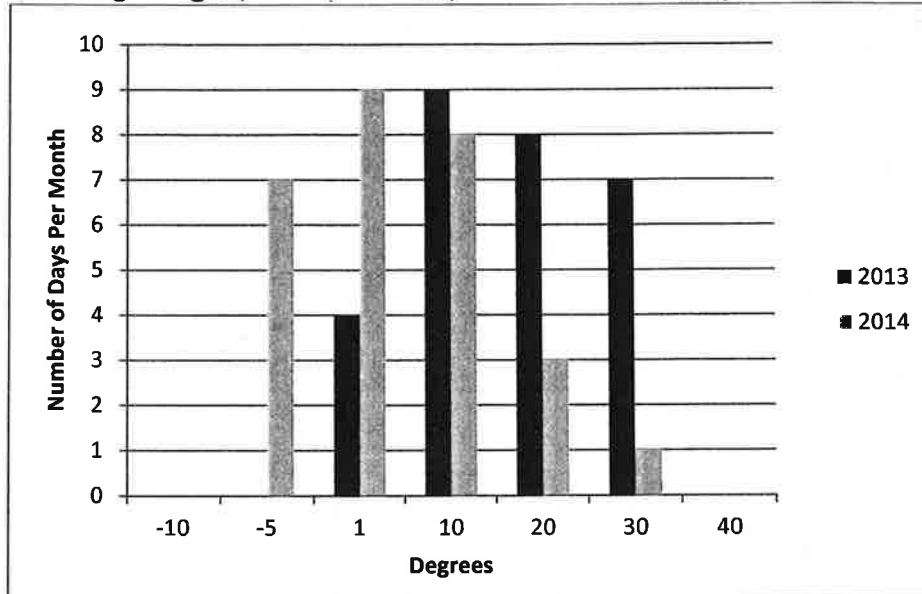
Noteworthy:

Average Temperature recorded at the zoo in February 2014 = 8°F

7 days of the month experienced below 0 temps at the time of record (10 a.m.).
The remainder of the month saw 9 days in the single digits, 8 days in the teens,
3 days in the 20's, and 1 day in the 30's.

Average Temperature recorded at the zoo in February 2013 = 21°F

4 days in the single digits, 9 in the teens, 8 in the 20's, 7 days in the 30's



Lowest temperature for period in 2014: -4°F Highest Temp: 34°F

Lowest temperature for period in 2013: 2°F Highest Temp: 35°F

February

- February continued with ½ priced admissions. Full pricing will resume on March 1st
- 537 guests visited the zoo in February.
- The drop in attendance vs. 2013 can be attributed to the weather as shown in the chart above. On 1 day with above 25 degree temperatures, 118 guests enjoyed “warmer” weather beating the cabin fever blues by visiting the Zoo - compared to just 19 guests over the 8 days where it was 0 or colder.
- This lack of attendance negatively impacted the sales of food in the Mayan Restaurant and items from the Paws and Claws Gift Shop.
- Sales of Zoo passes continued to be strong, closely mirroring 2013 sales.
- Per Caps in the Mayan surpassed those of 2013.
- Preparations for “Birthday with the Animals” and “Eggstravaganzoo” have begun.

Day	Date	Gift Shop	Concessions	Admissions	Vending	Zoo Pass	Animal Adopt/ zoomobile	Donation	Cons. Fund	Misc	Special Event	Gift Certificate	Attend.	Temp	Weather
Sat	1	-	12.21	21.00	8.53	-	-	-	1.08	-	-	-	16	2	2
Sun	2	22.38	6.16	39.00	5.69	118.00	-	-	-	-	-	-	19	8	1
Mon	3	14.38	31.61	-	-	59.00	678.50	-	-	-	-	-	5	-4	1
Tue	4	-	13.50	21.50	4.74	64.00	155.00	-	-	-	-	-	10	7	1
Wed	5	-	2.17	8.50	12.32	-	-	-	-	-	-	-	4	8	2
Thu	6	-	9.50	7.00	7.58	-	-	-	-	-	-	-	2	-4	1
Fri	7	58.37	18.67	-	2.22	118.00	-	-	-	-	375.00	25.00	4	-2	1
Sat	8	10.04	19.90	26.00	9.21	-	-	-	-	-	-	35.00	13	15	1
Sun	9	-	21.57	56.50	16.59	64.00	-	-	-	-	-	-	29	16	1
Mon	10	-	7.93	16.50	1.34	147.00	50.00	-	-	-	-	-	5	-1	1
Tue	11	-	15.86	-	6.56	-	-	-	-	-	-	-	0	-4	2
Wed	12	23.99	62.86	14.00	27.03	64.00	-	-	-	-	-	-	4	3	4
Thu	13	6.99	238.35	75.00	23.70	64.00	745.00	-	-	-	-	-	26	12	2
Fri	14	25.69	31.09	51.50	20.85	-	50.00	-	-	-	-	-	19	13	2
Sat	15	94.63	85.17	204.50	44.55	64.00	-	-	5.00	-	-	-	72	6	1
Sun	16	168.16	39.04	140.00	36.02	-	-	-	-	-	-	-	51	14	1
Mon	17	-	14.97	-	4.74	-	-	-	0.05	-	-	-	4	23	4
Tue	18	29.08	35.56	60.00	34.59	64.00	90.00	-	0.18	-	-	-	34	23	2
Wed	19	107.82	42.53	137.00	90.84	192.00	-	-	-	3.80	-	-	118	29	1
Thu	20	13.80	32.21	26.00	25.52	192.00	260.00	-	-	-	33.09	-	13	34	2
Fri	21	7.99	10.44	23.50	0.95	123.00	85.00	-	-	-	33.09	-	7	19	2
Sat	22	19.99	73.36	102.00	34.12	-	-	-	-	-	-	-	43	12	1
Sun	23	-	27.46	42.50	19.91	177.00	-	-	-	-	-	-	24	15	1
Mon	24	48.28	9.04	23.50	4.66	123.00	250.00	-	-	-	-	-	10	8	1
Tue	25	-	4.62	7.00	23.70	-	25.00	-	0.10	-	-	-	2	5	1
Wed	26	-	38.81	-	18.01	-	-	-	-	-	-	-	0	-4	2
Thu	27	3.99	4.47	9.50	13.27	-	-	-	-	-	-	20.00	3	-1	2
Fri	28	14.38	24.97	-	-	669.00	460.00	3.00	-	-	-	-	0	2	2
Sat	29	-	-	-	-	-	-	-	-	-	-	-	0	0	0
Thu	30	-	-	-	-	-	-	-	-	-	-	-	0	0	0
Fri	31	-	-	-	-	-	-	-	-	-	-	-	0	0	0
4	Total	\$ 669.96	\$ 934.03	\$ 1,112.00	\$ 497.24	\$ 2,302.00	\$ 2,848.50	\$ 3.00	\$ 6.41	\$ 3.80	\$ 375.00	\$ 80.00	537	8	

Volunteers

Total Attendance

537

4 = Snow

3 = Rain

2 = Overcast

1 = Sunny

**NEW ZOO
GIFT SHOP, MAYAN
ZOO PASS REVENUE**

**2014 REPORT
2012, 2013, 2014**

					2012	2013	2014
					PER	PER	PER
Paws & Claws					CAP	CAP	CAP
Gift Shop	2012	2013	2014	(-)/(+)			
January	\$ 1,039.73	\$ 1,055.77	\$ 557.40	\$ (498.37)	\$0.70	\$1.06	\$1.26
February	\$ 2,590.76	\$ 1,251.19	\$ 669.96	\$ (581.23)	\$0.96	\$1.45	\$1.25
March	\$ 17,393.87	\$ 6,410.95	\$ -		\$1.05	\$1.07	
April	\$ 25,425.46	\$ 13,203.95	\$ -		\$0.94	\$1.26	
May	\$ 40,899.61	\$ 39,997.32	\$ -		\$1.10	\$1.08	
June	\$ 42,680.43	\$ 47,174.03	\$ -		\$1.11	\$1.08	
July	\$ 42,478.70	\$ 45,434.44	\$ -		\$1.34	\$1.19	
August	\$ 40,950.79	\$ 44,070.13	\$ -		\$1.04	\$1.06	
September	\$ 16,563.22	\$ 16,987.95	\$ -		\$0.92	\$0.94	
October	\$ 11,876.10	\$ 11,447.06	\$ -		\$0.46	\$0.58	
November	\$ 2,394.31	\$ 2,392.94	\$ -		\$0.92	\$1.37	
December	\$ 2,434.19	\$ 1,049.37	\$ -		\$1.96	\$1.29	
TOTAL	\$ 246,727.17	\$ 230,475.10	\$ 1,227.36	\$ (1,079.60)	\$ 1.04	\$ 1.12	\$ 1.25

					2012	2013	2014
					PER	PER	PER
Mayan					CAP	CAP	CAP
Taste of Tropic	2012	2013	2014	(-)/(+)			
January	\$ 1,739.60	\$ 1,437.87	\$ 698.79	\$ (739.08)	\$1.18	\$1.44	\$1.58
February	\$ 2,909.96	\$ 1,376.70	\$ 934.03	\$ (442.67)	\$1.08	\$1.60	\$1.74
March	\$ 19,988.69	\$ 4,238.14	\$ -		\$1.21	\$0.71	
April	\$ 31,085.05	\$ 12,214.97	\$ -		\$1.15	\$1.16	
May	\$ 40,333.93	\$ 38,989.01	\$ -		\$1.08	\$1.05	
June	\$ 47,150.95	\$ 51,184.40	\$ -		\$1.23	\$1.17	
July	\$ 51,853.30	\$ 48,408.14	\$ -		\$1.63	\$1.27	
August	\$ 52,829.77	\$ 54,204.81	\$ -		\$1.34	\$1.31	
September	\$ 28,950.70	\$ 22,329.62	\$ -		\$1.62	\$1.24	
October	\$ 16,577.99	\$ 17,184.31	\$ -		\$0.64	\$0.87	
November	\$ 2,776.76	\$ 2,288.80	\$ -		\$1.07	\$1.31	
December	\$ 1,697.51	\$ 895.70	\$ -		\$1.36	\$1.10	
TOTAL	\$ 297,894.21	\$ 254,752.47	\$ 1,632.82	\$ (1,181.75)	\$1.21	\$ 1.19	\$1.66

ZOO PASS							
MONTH	2012	2013	2014	(-)/(+)			
January	\$ 1,872.00	\$ 2,538.00	\$ 881.00	\$ (1,657.00)			
February	\$ 2,878.00	\$ 2,431.00	\$ 2,302.00	\$ (129.00)			
March	\$ 20,763.00	\$ 11,066.00	\$ -				
April	\$ 20,150.00	\$ 19,401.00	\$ -				
May	\$ 14,759.00	\$ 25,115.00	\$ -				
June	\$ 16,591.00	\$ 20,309.00	\$ -				
July	\$ 12,066.00	\$ 13,361.00	\$ -				
August	\$ 10,579.00	\$ 8,702.00	\$ -				
September	\$ 6,022.00	\$ 6,526.00	\$ -				
October	\$ 2,390.00	\$ 3,255.00	\$ -				
November	\$ 5,102.00	\$ 3,075.00	\$ -				
December	\$ 10,336.00	\$ 10,531.00	\$ -				
TOTAL	\$ 123,508.00	\$ 126,310.00	\$ 3,183.00	\$ (1,786.00)			

NEW ZOO
ADMISSIONS REVENUE ATTENDANCE
2014 REPORT
2012, 2013, 2014

ATTENDANCE

MONTH	2012	2013	2014
January	1,478	999	442
February	2,705	861	537
March	16,576	5,989	0
April	27,117	10,499	0
May	37,257	37,075	0
June	38,457	43,835	0
July	31,800	38,029	0
August	39,342	41,427	0
September	17,907	18,024	0
October	25,959	19,672	0
November	2,604	1,752	0
December	1,245	811	0
TOTAL	242,447	218,973	979

ADMISSION & DONATIONS

MONTH	2012		2013		2014		2012		2013		2014	
	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	ADMISSIONS	DONATION BIN	(-)/(+)	DONATION BIN	PER CAP	PER CAP	PER CAP	PER CAP
January	2,544.25	499.00	1,520.87	53.76	896.00	127.62	(624.87)	127.62	\$1.72	\$1.52	\$1.72	\$2.03
February	4,438.00	227.35	1,517.10	-	1,112.00	3.00	(405.10)	3.00	\$1.64	\$1.76	\$1.64	\$2.07
March	57,832.00	5.00	16,111.68	89.46	-	-	-	-	\$3.49	\$2.69	\$3.49	\$2.69
April	70,708.04	1,063.92	40,458.27	106.03	-	-	-	-	\$2.61	\$3.85	\$2.61	\$3.85
May	139,311.23	479.48	135,610.19	259.08	-	-	-	-	\$3.74	\$3.66	\$3.74	\$3.66
June	155,736.01	479.34	167,307.94	847.96	-	-	-	-	\$4.05	\$3.82	\$4.05	\$3.82
July	134,766.05	912.97	155,324.26	408.00	-	-	-	-	\$4.24	\$4.08	\$4.24	\$4.08
August	160,778.75	474.79	164,161.23	680.83	-	-	-	-	\$4.09	\$3.96	\$4.09	\$3.96
September	71,549.06	1,280.76	67,574.00	-	-	-	-	-	\$4.00	\$3.75	\$4.00	\$3.75
October	68,375.30	1,463.47	70,718.00	519.88	-	-	-	-	\$2.63	\$3.59	\$2.63	\$3.59
November	7,498.02	288.06	6,580.00	-	-	-	-	-	\$2.88	\$3.76	\$2.88	\$3.76
December	4,052.72	25.00	2,680.81	10.00	-	-	-	-	\$3.26	\$3.31	\$3.26	\$3.31
TOTAL	\$877,589.43	\$7,199.14	\$829,564.35	\$2,975.00	\$2,008.00	\$130.62	(1029.97)	\$130.62	\$3.19	\$3.31	\$3.19	\$2.05

Veterinary Report to the Zoo Advisory Board

February 27, 2014

In 2013 we performed approximately two hundred examinations and vaccinations on the Zoo animal collection. Over one hundred procedures were performed, including contraceptive procedures, biopsies, dental care, growth removals, and wound treatments. Over three hundred laboratory tests (fecal exams, organ function tests, infectious disease testing, urinalysis) were performed either in the Zoo Animal Hospital lab or at outside laboratories.

Many of our sedation procedures are done for either routine preventive care examinations or preshipment health evaluation. At the time of examination, as much data as possible is collected about the animal, and any necessary treatments are performed. The most common treatments in these cases are for dental health. Often, the testing reveals issues such as kidney disease or arthritis in older animals, or sometimes hidden infections.

Dr. Gilbert logged almost four hundred hours at the Zoo last year, and over one hundred visits. The Zoo does not employ trained veterinary technicians or assistants, but Dr. Gilbert has engaged the volunteer services of a licensed veterinary technician and a veterinary assistant. Each of these two volunteers offers up four to six hours a week to help run the Animal Hospital and care for the animals.

In the last two years the Zoo has begun to offer some educational opportunities to students who are interested in or pursuing a career in veterinary medicine. Pre-veterinary and veterinary students come to observe procedures regularly at the Zoo. We have also partnered with Globe University's veterinary technician program, and offer preceptorships to vet tech students. Dr. Gilbert also regularly gives behind the scenes tours to groups of veterinary Explorers and students from Upward Bound.

Progress has been made on the design of the new Animal Hospital. Architect Ben Schenkelburg has completed a draft of the hospital design. The hospital will be approximately 7300 square feet. About half of this will be treatment, surgery, lab, pharmacy, necropsy, offices, and associated rooms. The other half will be space for animal holding, including quarantine and isolation areas. The hospital project will be completed in stages, beginning with the functional treatment and surgical areas, then the animal holding areas, and finally the necessary equipment. The total estimated cost of the project will be approximately \$1.2 million. The new Animal Hospital will provide more space for animal holding, and relieve the serious crowding issue we have in the current building. Animal handling will be safer and less stressful for both the animals and staff. Updated equipment will assist us in providing a higher quality of veterinary care for the animals as well.